

## CLAIMS

What is claimed is:

1. A data-management system to be provided to a digital computer terminal for generating a link in real time between an electronic document opened in a computer application and a target document, said digital computer terminal comprising a computer readable memory and a data-capture device, said data-management system comprising:

data-capture logic for controlling capture of electronic data by said data-capture device;  
target-document logic for generating said target document from said electronic data; and  
link-generating logic for substantially simultaneously storing said target document in said computer readable memory and generating said link to said target document in said electronic document in real time.

2. The system according to claim 1 further comprising data-management logic for transmitting said electronic document and said target document to a data storage device, wherein said data-management logic automatically updates a path of said link to maintain functionality of said link following said transmission.

3. The system according to claim 2, wherein said data-management logic transmits said electronic document to a top-level folder and said target document to a subfolder of said top-level folder.

4. The system according to claim 2, wherein said data storage device is one of a group consisting of a CD, DVD, floppy disk, hard disk, network drive, magnetic storage device, and any combination thereof.

5. The system according to claim 1 further comprising print-management logic for transmitting said target document to an output device to create a hardcopy of said target document.
6. The system according to claim 1, wherein said computer application is at least one of a group consisting of a word processor, spreadsheet, database, presentation application, web browser, financial planning application, mapping application, and publishing application.
7. The system according to claim 1, wherein said data-capture logic further controls a sequential capture of electronic data for a plurality of target documents to be arranged as a plurality of pages and linked to said electronic document with a single link.
8. The system according to claim 1 further comprising batch-control logic for initiating a sequential capture of electronic data for a plurality of target documents, said target documents to be linked to said electronic document with a plurality of links.
9. The system according to claim 8, wherein said batch-control logic assigns an identifier to a first target document and assigns a unique identifier to each subsequently-captured target document in an incremental manner.
10. The system according to claim 8, wherein said batch-control logic links a single target document to a plurality of locations in said electronic document.
11. The system according to claim 8, wherein said batch-control logic links a plurality of target documents to a single location in said electronic document.
12. The system according to claim 1, wherein said link is provided to an existing item displayed in said computer application.

13. The system according to claim 1 further comprising link-removal logic for removing a link from within a predetermined range in said computer application without removing a displayed item to which said link was provided.
14. The system according to claim 1, wherein the target document is at least one of a group consisting of a text document, an image, a sound recording, and a video recording.
15. The system according to claim 1, wherein said document-management system is provided to said computer application as an add-in.
16. The system according to claim 1, wherein said data-management system is included as a portion of said first computer application.
17. The system according to claim 1 further comprising link-editing logic for updating a path of said link.
18. The system according to claim 1, wherein said link-generating logic further generates a visible icon within said electronic document to identify said link.
19. The system according to claim 1, wherein said link is a hyperlink.
20. A computer application for linking a portion of an electronic document to a target document stored as electronic data representing an information object in a computer accessible memory, said computer application comprising:
  - link-generating logic for generating a link to said target document in said electronic document; and
  - data-management logic for transmitting said electronic document and said target document to a data storage device, wherein said data-management logic automatically updates a path of said link to render said link operable following said transmission.

21. The computer application according to claim 20, wherein said desired location is one of a group consisting of a CD, DVD, hard disk, magnetic storage device, web server, network drive, and any combination thereof.

22. The computer application according to claim 20 further comprising print-management logic for printing said target document from within said electronic document.

23. The computer application according to claim 20 further comprising batch-control logic for initiating a sequential capture of electronic data for continuously capturing electronic data for a plurality of target documents.

24. The computer application according to claim 23, wherein said batch-control logic links said plurality of target documents as a multi-page target document to said electronic document with a single link.

25. The computer application according to claim 23, wherein said batch-control logic links each of said plurality of target documents as a single-page target document to said electronic document with a corresponding number of links.

26. The computer application according to claim 23, wherein said batch-control logic assigns an initial identifier to a first target document and a unique identifier to each subsequently-captured target document in an incremental manner.

27. A data-management system for generating a plurality of links to target documents in an electronic document, said data-management system comprising:

means for creating and editing said electronic document;

means for generating a plurality of target documents from electronic data captured by a data-capture device;

means for assigning a sequential identifier to each of said plurality of target documents as said target documents are generated;

means for storing said plurality of captured target documents in a computer readable memory; and

means for generating a link at a plurality of user-selected locations in said electronic document to said plurality of captured target documents.

28. The system according to claim 27 further comprising means for printing said plurality of target documents linked to locations within a user-selected range of said electronic document.

29. The system according to claim 27 further comprising means for transmitting said electronic document and said plurality of target documents to a data storage device in a known relationship, wherein said data manager automatically updates a path of said plurality of said links to said transmitted target documents to maintain functionality of said links following said transmission.

30. The system according to claim 27 further comprising means for transmitting said electronic document to a top-level folder and said plurality of target documents to a subfolder of said top-level folder.

31. The system according to claim 27 further comprising means for updating a path of said plurality of hyperlinks in a user-selected range of said electronic document.

32. A system for linking a target document to a portion of an electronic document in real time, said system comprising:

a computer application for generating and editing said electronic document;

link-generating logic operable with said computer application for generating a link to said target document, wherein

said target document is an electronic reproduction of a hardcopy document and is to be generated by scanning said hardcopy document with an optical data-capture device, further wherein

said link is to be generated at approximately the same time as said captured target document is to be saved, and further wherein

said computer application is one of a group consisting of a spreadsheet, word processor, database, presentation application, and any combination thereof.

33. A data-management system for linking a portion of an electronic document to a target document, said data-management system comprising:

a data-capture device for capturing electronic data representing an information object;

means for generating said target document from said electronic data;

a computer readable memory to store said target document; and

means for substantially simultaneously storing said target document in said computer readable memory and generating a link to said target document in said electronic document.

34. The system according to claim 33, wherein said data-capture device is one of a group consisting of an optical scanner, a camera, a video camera, a sound-recording device, and any combination thereof.

35. The system according to claim 33 further comprising means for transmitting said electronic document and said target document to a data storage device, wherein said transmitting means automatically updates a path of said link to render said link operable following said transmission.

36. The system according to claim 35, wherein said transmitting means transmits said electronic document to a top-level folder in said data storage device and said target document to a subfolder of said top-level folder.

37. The system according to claim 35, wherein said data storage device is one of a group consisting of a CD, DVD, a hard disk, web server, network drive, a magnetic storage medium, and any combination thereof.

38. The system according to claim 33 further comprising an output device for producing a hardcopy of said electronic document.

39. The system according to claim 38 further comprising means for transmitting said target document to produce a hardcopy of said target document.

40. An electronic-document management method for creating and managing an electronic document having a link to a target document in a computer application, said method comprising the steps of:

generating said target document from electronic data representing an information object captured by a data-capture device; and

substantially simultaneously storing said target document in a computer readable memory and generating said link at said user-selected location in said electronic document.

41. The method according to claim 40 further comprising the step of displaying said target document in an inspection window before storing said target document.

42. The method according to claim 40 further comprising the step of:

transmitting said electronic document and said target document to a data storage device upon receiving a command from a user; and

updating a path of said link to render said link operable after said transmission.

43. The method according to claim 42, wherein the step of transmitting said electronic document and said target document comprises the steps of:

transmitting said electronic document to a top-level folder; and

transmitting said target document to a subfolder of said top-level folder.

44. The method according to claim 40 further comprising the step of:

printing said target document upon receiving a print-target command from a user.

45. The method according to claim 40 further comprising the step of displaying an icon to indicate a presence of said link at a location within said electronic document.

46. The method according to claim 40 further comprising the step of updating a path of said link upon receiving a command from a user.

47. An electronic-document management method for creating and managing an electronic document having a plurality of links to target documents in a computer application, said method comprising the steps of:

generating a plurality of target documents from electronic data representing one or more information objects captured by a data-capture device;

sequentially assigning each of said plurality of target documents an identifier and storing said target documents in an order according to said identifier in a computer readable memory; and

generating one or more links to the target documents in said electronic document.

48. The method according to claim 47 further comprising the step of:

transmitting said electronic document and said target documents to a data storage device upon receiving a command from a user; and

updating a path of said links to render said links operable after said transmission.

49. The method according to claim 48, wherein the step of transmitting said electronic document and said target document comprises the steps of:

transmitting said electronic document to a top-level folder; and

transmitting said plurality of target documents to a subfolder of said top-level folder.

50. The method according to claim 47 further comprising the step of:

printing said target documents linked to locations within a user-selected range of said electronic document upon receiving a print-target command from a user.



51. The method according to claim 47 further comprising the step of displaying an icon to indicate a presence of said links at a plurality of locations in said electronic document.

52. The method according to claim 47 further comprising the step of updating a path of said links within a user-selected range of said electronic document upon receiving a command from a user.

53. The method according to claim 47, wherein said step of generating said links comprises the steps of:

- identifying a number of user-selected locations for links within a user-selected range of said electronic document;

- comparing said number of user-selected locations for links to a number of target documents to be linked; and

- generating a link for a target document at each of said user-selected locations if said number of user-selected locations for links is the same as a number of target documents.

54. The method according to claim 47, wherein said step of generating said target documents comprises the step of generating a plurality of single-page target documents.

55. The method according to claim 47, wherein the step of generating said target documents comprises the step of generating a plurality of multi-page target documents.

56. A data-management system for generating a hyperlink in real time between a portion of an electronic document opened in a computer application and a target document, said system comprising:

- a digital computer terminal comprising a computer readable memory and a data-capture device;

- data-capture logic in communication with said digital computer terminal for controlling capture of electronic data by said data-capture device;

target-document logic in communication with said digital computer terminal for generating said target document from said electronic data; and

link-generating logic in communication with said digital computer terminal for substantially simultaneously storing said target document in said computer readable memory and generating said link to said target document in said electronic document in real time.